

MAKANA LOCAL MUNICIPALITY



*Makana Municipality
strive to ensure
sustainable, affordable,
equitable and quality
services in a just,
friendly, secure and
healthy*

Final Service Delivery Budget Implementation Plan

2019 - 2020



Final SDBIP 2019/20

EXECUTIVE SUMMARY:

Our Service Delivery and Budget Implementation Plan (SDBIP) commits Makana Local Municipality to ensure that the organisation actually delivers on the Integrated Development Plan (IDP), budget (both capital and operational) spending and service delivery targets during the 2019/20 financial year. It is a continued commitment on how we will on quarterly basis implement and report on (service delivery) the objectives set out in our IDP. SDBIP gives operational expression to the developmental local government and the IDP.

The IDP is a strategic development plan which represents the driving force for making the Municipality more strategic, inclusive, responsive, and performance driven in character. The IDP therefore serves a contract between the Municipality and its residents in which it guides and informs all planning, budgeting, investment, development, management and implementation in the medium-term decision-making. It is a plan for the entire municipal area and not just for specific areas.

It is in this context that our IDP, budget and SDBIP would assist the Municipality to be rebuild in a way that the livelihoods of our people will improve and therefore contribute meaningfully in our open and transparent planning and implementation systems.

On 31 May 2019 Council approved the 2019/20 MTREF budget to reaffirm the Municipality's commitment to achieve its service delivery targets. Capital and operational budget were aligned to DoRA allocations and projected revenue collections. The Service Delivery Budget Implementation Plan was then drafted to be in line with the final budget.

It is envisage that the SDBIP will be used as tool as

1. Improve oversight by political arm of the Municipality
2. Improve Expenditure on Operational and Capital
3. Improve Monitoring and Evaluation
4. Prioritisation of the Activities
5. Improve allocation of funds
6. Improve Alignment between IDP and Budget

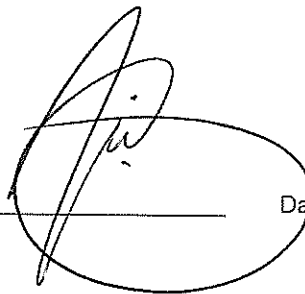
OFFICIAL SIGN-OFF

It is hereby certified that this Final Service Delivery Budget Implementation Plan :

1. Was developed with the supervision of the Executive Mayor of Makana Municipality and Management, as per the prescripts of the Municipal Finance Management Act No.56 of 2003 as guidance by MFMA Circular 13.
2. Takes into account all the relevant Acts, legislations, policies and other mandates for which the South African Resources Agency is responsible; and
3. Reflects the strategic outcome orientated goals and objectives which the Makana Municipality will endeavour to achieve over the period 1 July 2019 – 30 June 2020.

Mr. MA Mene
Municipal Manager

Signature: _____

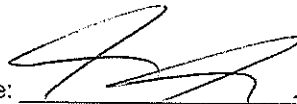


Date: _____

2019/09/11

Mr GJ Goliath
Chief Financial Officer

Signature: _____



Date: _____

11/09/2019

APPROVED BY:

Cllr M.Mpahlwa
Executive Mayor

Signature: _____



Date: _____

11/09/2019

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1. STRATEGIC OVERVIEW:

The strategic direction that the Makana Municipality is undertaking is set out in its Integrated Development Plan (IDP). The plan has been reviewed for the 2019/20 financial year in conjunction with the stakeholders and community and the implementation of the Makana IDP is supported by the Medium Term Revenue and Expenditure Framework (MTREF) budget. The services that the Municipality provides and the investment in infrastructure will make the Municipality globally safe and attractive to live, work and invest. Investment supports and drives the development path and brings the opportunities of job creation that will ultimately improve social and economic livelihoods of the residents of Makana. The development of Service Delivery and Budget Implementation Plans (SDBIPs) is a requirement under Municipal Finance Management Act (MFMA) and gives effect to the municipality's Integrated Development Plan (IDP) and annual budget.

The SDBIP is an expression of the objectives of the Municipality, in quantifiable outcomes that will be implemented by the administration for the financial period from 1 July 2019 to 30 June 2020. The SDBIP includes the service delivery targets and performance indicators for each quarter that should be linked to the performance agreements of senior management. These are integral to the implementation and entrenchment of our performance management system.

The SDBIP facilitates accountability and transparency of the municipal administration and managers to the Council and Councillors to the community. It also fosters the management, implementation and monitoring of the budget, the performance of top management and the achievement of the strategic objectives as laid out in the IDP. The SDBIP enables the Municipal Manager to monitor the performance of senior managers, the mayor to monitor the performance of the municipal manager and for the community to monitor the performance of the municipality as each activity contains outputs, outcomes and timeframes. The SDBIP is compiled on an annual basis and includes a 3 year capital budget programme.

The SDBIP is yet another step forward to increasing the principle of democratic and accountable (local) government as enshrined in Section 152(a) of the Constitution. The Municipality agreed with five strategic priority areas from which are aligned to National Key Performance Areas will be cascaded to Directorates and Sub-directorates in a way of compilation of directorates SDBIPs (Scorecard) underpinned by various programmes and projects with necessary resource allocations. Development objectives are will be measured through key performance indicators at every level, and continuously monitored throughout the year.

The SDBIP is in essence the management and implementation tool which sets in-year information such as quarterly service delivery and monthly budget targets and links each service delivery output to the budget of the municipality. It further indicates the responsibilities and outputs for each of the senior managers and the top management team, the resources to be used and the deadlines set for the relevant activities.

The SDBIP is a layered plan, with the top layer dealing with consolidated service delivery targets, and linking such targets to top management (National Treasury MFMA Circular No. 13 of the Municipal Finance Management Act No. 56 of 2003). This is high-level and strategic in nature and is required to be tabled in Council. The strategic SDBIP is intended for the use by the general public and Councillors. Only this top layer of the SDBIP is published as the institutional SDBIP.

Such high-level information should also include ward information, particularly for key expenditure items on capital projects and service delivery which will enable each Ward Councilor and Ward Committee to oversee service delivery in their ward.

The top management is then expected to develop the next (lower) layer of detail of the SDBIP, by providing more detail on each output for which they are responsible for, and breaking up such outputs into smaller outputs and linking these to each middle-level and senior administrator. Much of this lower layer detail will not be made public nor tabled in council – whilst the Municipal Manager has access to such lower layer detail of the SDBIP, it will largely only be the senior manager in charge who will be using such detail to hold middle-level and junior-level managers responsible for various components of the service delivery plan and targets of the Municipality.

MFMA legislative requirement In terms of Section 53 (1) (c) (ii) of the MFMA, the SDBIP is defined as a detailed plan approved by the mayor of a municipality for implementing the municipality's delivery of municipal services and its annual budget, and which must indicate the following: (a) projections for each month of – (i) revenue to be collected, by source; and (ii) operational and capital expenditure, by vote (b) service delivery targets and performance indicators for each quarter, and (c) other matters prescribed. Being a management and implementation plan (not a policy proposal) the SDBIP is not required to be approved by the council. According to Section 53 of the MFMA, the Executive Mayor is expected to approve the SDBIP within 28 days after the approval of the budget.

This section requires him or her to take all reasonable steps to ensure that the SDBIP is approved within 28 days. In addition, the Executive Mayor must ensure that the revenue and expenditure projections for each month and the service delivery targets and performance indicators as set out in the SDBIP are circulated or made public within 14 days after its approval.

2. LEGISLATIVE FRAMEWORK IN TERMS OF MFMA

Section 1 of the Municipal Finance Management Act (MFMA) no 56 of 2003 defines the “service delivery and budget implementation plan” as the detailed plan approved by the Mayor of the municipality in terms of section 53 (1) (c) (ii) for implementing the municipality’s delivery of municipal services and its annual budget and which must include the following :-

- a) Projections of each month of –
 - (i) Revenue to be collected by source and
 - (ii) Operational and Capital expenditure by vote
- b) Service Delivery targets and performance indicators for each quarter and
- c) Any other matters that may be prescribed and includes any revisions of such plan by the mayor in terms of section 54(i) (c).

The MFMA requires that municipalities develop a Service Delivery and Budget Implementation Plan as strategic financial management tool to ensure that budgetary decisions that are adopted by the municipalities for the financial year are aligned with their Integrated Development Plan Strategy.

In terms of section 53 (i) (c) (ii) of the MFMA the SDBIP must be approved by the Mayor of a municipality within 28 days of the approval of the budget.

3. LINKAGE WITH IDP AND BUDGET

Integrated Development Planning requires many different planning processes to be brought together and co-ordinated. In terms of linking service plans or service delivery and budget implementation plans of the individual directorate in the Municipality with the other planning processes in the IDP, the directorates should produce operational plans, capital plans, annual budgets, institutional and staffing plans, etc. to take the IDP forward. Clearly it is not feasible to include all of this detail within the IDP document.

The Makana Municipality identified six development priorities areas (SDPs) arising from the engagement between community, the elected leaders and municipal administration and interested stakeholders.

The (SDPs) are aligned within the Five Year Local Government Strategic Agenda which is a roadmap entailing developmental priorities and corresponding targets to be achieved by municipalities during this term (2017-2022); as well as the national 2016 electoral mandate

These are:

1. Institutional Transformation and Organisational Development
2. Basic Service Delivery
3. Local Economic Development
4. Financial Management and Viability
5. Good Governance and Public Participation

The MTREF budget is allocated against these strategic focus areas at a municipal level. Corporate objectives with measurable key performance indicators (KPIs) and targets are identified. The municipal planning processes undertaken at directorate and sub-directorate levels yields objectives with indicators, targets and resource allocation (includes the budgets) at these various levels. The implementation of the SDBIP is categorised in terms of votes as prescribe by MFMA. The votes indicate budget allocations for Core Administration Makana are as follows;

- Vote 1: Infrastructure and Engineering
- Vote2: Corporate Services
- Vote 3: Financial Services
- Vote 4: Community and Social Services
- Vote 5: Executive Mayor
- Vote6 : Municipal Manager
- Vote7: Local Economic Development
- Vote 8: Technical and Infrastructure Housing
- Vote 9 : Technical and Infrastructure Electricity
- Vote 10: Technical and Infrastructure Water

EC104 Makana - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22	
Revenue By Source		6 690	6 690	6 690	6 690	6 690	6 690	6 690	6 690	6 690	6 690	6 690	6 690	6 690	81 496	86 386	91 569
Property rates		13 115	13 115	13 115	13 115	13 115	13 115	13 115	13 115	13 115	13 115	13 115	13 115	13 115	161 943	171 660	181 960
Service charges - electricity revenue		6 227	6 227	6 227	6 227	6 227	6 227	6 227	6 227	6 227	6 227	6 227	6 227	6 227	74 722	79 205	83 958
Service charges - water revenue		1 473	1 473	1 473	1 473	1 473	1 473	1 473	1 473	1 473	1 473	1 473	1 473	1 473	17 674	19 087	20 614
Service charges - sanitation revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	15 328	16 554	17 878
Service charges - refuse revenue		123	123	123	123	123	123	123	123	123	123	123	123	123	1 511	1 601	1 698
Rental of facilities and equipment		167	167	167	167	167	167	167	167	167	167	167	167	167	2 000	2 120	2 247
Interest earned - external investments		655	655	655	655	655	655	655	655	655	655	655	655	655	7 863	8 335	8 835
Interest earned - outstanding debtors		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividends received		105	105	105	105	105	105	105	105	105	105	105	105	105	1 261	1 337	1 417
Fines, penalties and forfeits		298	298	298	298	298	298	298	298	298	298	298	298	298	3 570	3 784	4 011
Licences and permits		131	131	131	131	131	131	131	131	131	131	131	131	131	1 575	1 670	1 770
Agency services		9 188	9 188	9 188	9 188	9 188	9 188	9 188	9 188	9 188	9 188	9 188	9 188	9 188	104 889	108 433	116 192
Transfers and subsidies		866	866	866	866	866	866	866	866	866	866	866	866	866	10 388	11 011	11 672
Other revenue		17	17	17	17	17	17	17	17	17	17	17	17	17	200	200	200
Gains on disposal of PPE																	
Total Revenue (excluding capital transfers and contribution)		39 054	39 054	39 054	39 054	39 054	39 054	39 054	39 054	39 054	39 054	39 054	39 054	54 825	484 420	511 383	544 020
Expenditure By Type																	
Employee related costs		15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	189 305	204 449	220 805
Remuneration of councillors		1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	12 017	12 738	13 502
Debt impairment		3 008	3 008	3 008	3 008	3 008	3 008	3 008	3 008	3 008	3 008	3 008	3 008	3 008	36 100	38 822	37 558
Depreciation & asset impairment		2 792	2 792	2 792	2 792	2 792	2 792	2 792	2 792	2 792	2 792	2 792	2 792	2 792	33 500	34 170	34 853
Finance charges		875	875	875	875	875	875	875	875	875	875	875	875	875	10 500	10 710	10 924
Bulk purchases		8 917	8 917	8 917	8 917	8 917	8 917	8 917	8 917	8 917	8 917	8 917	8 917	8 917	108 900	114 350	119 718
Other materials		1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	15 300	15 606	15 918
Contracted services		6 524	6 524	6 524	6 524	6 524	6 524	6 524	6 524	6 524	6 524	6 524	6 524	(44 351)	27 413	27 951	28 520
Transfers and subsidies		13	13	13	13	13	13	13	13	13	13	13	13	13	150	163	166
Other expenditure		-	-	-	-	-	-	-	-	-	-	-	-	-	50 875	51 892	52 930
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure		40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	42 080	484 059	508 852	534 865
Surplus/(Deficit)		(1 126)	(1 126)	(1 126)	(1 126)	(1 126)	(1 126)	(1 126)	(1 126)	(1 126)	(1 126)	(1 126)	(1 126)	12 745	360	2 531	9 135
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	9 283	43 701	48 492	48 892
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	22 028	44 061	51 023	58 027
Taxation		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Attributable to minorities		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)		2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	22 028	44 061	51 023	58 027
1		2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	2 003	22 028	44 061	51 023	58 027
References																	

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance check

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EC104 Makana - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
Revenue by Vote																
Vote 1 - TECHNICAL SERVICES		3 936	3 936	3 936	3 936	3 936	3 936	3 936	3 936	3 936	3 936	3 936	3 936	47 231	50 679	54 418
Vote 2 - CORPORATE SERVICES		167	167	167	167	167	167	167	167	167	167	167	200	2 035	2 157	2 287
Vote 3 - FINANCIAL SERVICES		10 225	10 225	10 225	10 225	10 225	10 225	10 225	10 225	10 225	10 225	10 225	11 644	124 123	132 080	140 403
Vote 4 - COMMUNITY & SOCIAL SERVICES		2 379	2 379	2 379	2 379	2 379	2 379	2 379	2 379	2 379	2 379	2 379	4 222	30 396	29 197	31 194
Vote 5 - EXECUTIVE MAYOR		844	844	844	844	844	844	844	844	844	844	844	834	10 131	9 630	10 328
Vote 6 - MUNICIPAL MANAGER		834	834	834	834	834	834	834	834	834	834	834	834	10 002	10 703	11 478
Vote 7 - LOCAL ECONOMIC DEVELOPMENT		852	852	852	852	852	852	852	852	852	852	852	352	9 726	10 375	11 112
Vote 8 - HOUSING		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - ELECTRICITY		13 357	13 357	13 357	13 357	13 357	13 357	13 357	13 357	13 357	13 357	13 357	17 916	164 843	178 024	188 433
Vote 10 - WATER		10 803	10 803	10 803	10 803	10 803	10 803	10 803	10 803	10 803	10 803	10 803	10 803	129 634	137 029	143 260
Vote 11 - DOG TAX		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - PARKING METERS		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue by Vote		43 397	43 397	43 397	43 397	43 397	43 397	43 397	43 397	43 397	43 397	43 397	50 751	528 120	559 875	592 912
Expenditure by Vote to be appropriated																
Vote 1 - TECHNICAL SERVICES		4 813	4 813	4 813	4 813	4 813	4 813	4 813	4 813	4 813	4 813	4 813	4 813	57 751	61 843	66 251
Vote 2 - CORPORATE SERVICES		3 814	3 814	3 814	3 814	3 814	3 814	3 814	3 814	3 814	3 814	3 814	3 814	45 773	47 876	50 115
Vote 3 - FINANCIAL SERVICES		10 530	10 530	10 530	10 530	10 530	10 530	10 530	10 530	10 530	10 530	10 530	10 530	126 362	130 178	134 173
Vote 4 - COMMUNITY & SOCIAL SERVICES		4 764	4 764	4 764	4 764	4 764	4 764	4 764	4 764	4 764	4 764	4 764	4 764	57 162	61 145	65 435
Vote 5 - EXECUTIVE MAYOR		1 873	1 873	1 873	1 873	1 873	1 873	1 873	1 873	1 873	1 873	1 873	1 873	22 480	23 760	25 122
Vote 6 - MUNICIPAL MANAGER		943	943	943	943	943	943	943	943	943	943	943	943	11 315	11 870	12 463
Vote 7 - LOCAL ECONOMIC DEVELOPMENT		1 880	1 880	1 880	1 880	1 880	1 880	1 880	1 880	1 880	1 880	1 880	1 880	22 563	24 040	25 628
Vote 8 - HOUSING		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - ELECTRICITY		8 885	8 885	8 885	8 885	8 885	8 885	8 885	8 885	8 885	8 885	8 885	10 765	108 514	113 792	118 977
Vote 10 - WATER		2 678	2 678	2 678	2 678	2 678	2 678	2 678	2 678	2 678	2 678	2 678	2 678	32 139	34 348	36 721
Vote 11 - DOG TAX		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - PARKING METERS		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure by Vote		40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	40 180	42 080	484 059	508 852	534 886
Surplus/(Deficit) before assoc.		3 217	3 217	3 217	3 217	3 217	3 217	3 217	3 217	3 217	3 217	3 217	8 671	44 061	51 023	58 027
Taxation																
Attributable to minorities																
Share of surplus/ (deficit) of associate																
Surplus/(Deficit)	1	3 217	3 217	3 217	3 217	3 217	3 217	3 217	3 217	3 217	3 217	3 217	8 671	44 061	51 023	58 027

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance check

MCH

EC104 Makana - Supporting Table SA27 Budgeted monthly revenue and expenditure (functional classification)

R thousand	Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
			July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
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	Governance and administration		12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 003	12 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AN. L. NIK.

EC104 Makana - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

EC104 Makana - Supporting table SA20 Budgeted monthly capital expenditure (in million rands)																
Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
R thousand																
Multi-year expenditure to be appropriated Vote 1 - TECHNICAL SERVICES Vote 2 - CORPORATE SERVICES Vote 3 - FINANCIAL SERVICES Vote 4 - COMMUNITY & SOCIAL SERVICES Vote 5 - EXECUTIVE MAYOR Vote 6 - MUNICIPAL MANAGER Vote 7 - LOCAL ECONOMIC DEVELOPMENT Vote 8 - HOUSING Vote 9 - ELECTRICITY Vote 10 - WATER Vote 11 - DOG TAX Vote 12 - PARKING METERS Vote 13 - NULL Vote 14 - NULL Vote 15 - NULL	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Single-year expenditure to be appropriated																
Vote 1 - TECHNICAL SERVICES		841	841	841	841	841	841	841	841	841	841	841	3 002	12 254	12 598	8 696
Vote 2 - CORPORATE SERVICES		17	17	17	17	17	17	17	17	17	17	17	(183)	-	-	-
Vote 3 - FINANCIAL SERVICES		50	50	50	50	50	50	50	50	50	50	50	50	600	-	-
Vote 4 - COMMUNITY & SOCIAL SERVICES		60	60	60	60	60	60	60	60	60	60	60	60	722	-	-
Vote 5 - EXECUTIVE MAYOR		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 6 - MUNICIPAL MANAGER		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 7 - LOCAL ECONOMIC DEVELOPMENT		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - HOUSING		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - ELECTRICITY		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 10 - WATER		2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	327	25 493	26 786	31 211
Vote 11 - DOG TAX		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - PARKING METERS		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - NULL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital single-year expenditure sub-total	2	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	39 069	39 384	39 906
Total Capital Expenditure	2	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	39 069	39 384	39 906

References

1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates
2. Total Capital Expenditure must reconcile to Budgeted Capital Expenditure check

Add single year stuff

M.H. v. A.

EC104 Makana - Supporting Table SA29 Budgeted monthly capital expenditure (functional classification)

Appropriations and Budgeted monthly capital expenditure (functional classification)																	
R thousand	Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework		
			July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year 2021/22
	Capital Expenditure - Functional	1	-	-	-	100	100	-	100	100	100	100	100	100	600	-	-
	Governance and administration		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Executive and council		-	-	-	100	100	-	100	100	100	100	100	100	600	-	-
	Finance and administration		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Internal audit		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Community and public safety		60	60	60	60	60	60	60	60	60	60	60	60	722	-	-
	Community and social services		60	60	60	60	60	60	60	60	60	60	60	60	722	-	-
	Sport and recreation		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Public safety		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Housing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Economic and environmental services		841	841	841	841	841	841	841	841	841	841	841	841	1 158	5 155	-
	Planning and development		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Road transport		841	841	841	841	841	841	841	841	841	841	841	841	1 158	5 155	-
	Environmental protection		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Trading services		2 304	2 304	2 304	2 304	2 304	2 304	2 304	2 304	2 304	2 304	2 304	2 304	36 589	34 229	39 906
	Energy sources		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Water management		2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	2 288	30 950	31 262	31 211
	Waste water management		-	-	-	-	-	-	-	-	-	-	-	-	5 439	2 967	8 696
	Waste management		17	17	17	17	17	17	17	17	17	17	17	17	200	-	-
	Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Capital Expenditure - Functional	2	3 206	3 206	3 206	3 306	3 306	3 206	3 206	3 306	3 306	3 306	3 306	3 306	39 069	39 384	39 906
	Funded by:																
	National Government		3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	37 547	39 384	39 906
	Provincial Government																
	District Municipality																
	Other transfers and grants																
	Transfers recognised - capital		3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	3 129	37 547	39 384	39 906
	Borrowing																
	Internally generated funds		77	77	77	177	177	77	77	177	177	177	177	177	1 522		
	Total Capital Funding		3 206	3 206	3 206	3 306	3 306	3 206	3 206	3 306	3 306	3 306	3 306	3 306	39 069	39 384	39 906
	References																

1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates

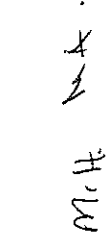
2. Total Capital Expenditure must reconcile to Budgeted Capital Expenditure check

M.H.


MONTHLY CASH FLOWS	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework			
	Budget Year 2019/20												Budget Year			
	July	August	Sept.	October	November	December	January	February	March	April	May	June	2019/20	+1 2020/21	Budget Year +2 2021/22	
Cash Receipts by Source																
Property rates	6 295	6 295	6 295	6 295	6 295	6 295	6 295	6 295	6 295	6 295	6 295	6 295	75 538	80 071	84 875	
Service charges - electricity revenue	12 146	12 146	12 146	12 146	12 146	12 146	12 146	12 146	12 146	12 146	12 146	12 803	145 407	155 191	172 262	
Service charges - water revenue	5 514	5 514	5 514	5 514	5 514	5 514	5 514	5 514	5 514	5 514	5 514	5 514	66 165	70 135	83 958	
Service charges - sanitation revenue	2 521	2 521	2 521	2 521	2 521	2 521	2 521	2 521	2 521	2 521	2 521	2 521	30 258	32 500	20 614	
Service charges - refuse revenue	1 497	1 497	1 497	1 497	1 497	1 497	1 497	1 497	1 497	1 497	1 497	1 497	17 961	19 401	17 878	
Rental of facilities and equipment	126	126	126	126	126	126	126	126	126	126	126	126	1 511	1 601	1 698	
Interest earned - external investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest earned - outstanding debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Dividends received	105	105	105	105	105	105	105	105	105	105	105	105	1 261	1 337	1 417	
Fines, penalties and forfeits	298	298	298	298	298	298	298	298	298	298	298	298	3 570	3 784	4 011	
Licences and permits	131	131	131	131	131	131	131	131	131	131	131	131	1 575	1 670	1 770	
Agency services	8 741	8 741	8 741	8 741	8 741	8 741	8 741	8 741	8 741	8 741	8 741	8 741	104 889	108 433	116 192	
Transfer receipts - operational	866	1 065	1 216	1 366	1 666	866	1 366	1 366	3 366	2 866	2 366	1 221	19 593	20 789	22 015	
Other revenue	38 239	38 439	38 569	38 739	39 039	38 239	38 739	38 739	40 739	40 239	39 739	39 252	468 728	484 891	526 690	
Cash Receipts by Source																
Other Cash Flows by Source	3 642	3 642	3 642	3 642	3 642	3 642	3 642	3 642	3 642	3 642	3 642	3 642	43 701	45 292	45 882	
Transfer receipts - capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions) & Transfers and subsidies - capital (in-kind - all)	17	17	17	17	17	17	17	17	17	17	17	17	200	200	200	
Proceeds on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Short term loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Borrowing long term financing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Increase (decrease) in consumer deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Decrease (increase) in non-current debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Decrease (increase) other non-current receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Decrease (increase) in non-current investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Cash Receipts by Source	41 897	42 097	42 247	42 397	42 697	41 897	42 397	42 397	44 397	43 897	43 397	46 142	516 061	536 950	572 182	
Cash Payments by Type																
Employee related costs	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	15 775	189 305	204 449	220 805	
Remuneration of councillors	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	1 001	12 017	12 738	13 502	
Finance charges	8 492	8 492	8 492	8 492	8 492	8 492	8 492	8 492	8 492	8 492	8 492	8 492	10 500	10 710	10 924	
Bulk purchases - Electricity	583	583	583	583	583	583	583	583	583	583	583	583	7 000	7 350	7 718	
Bulk purchases - Water & Sewer	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	1 275	15 300	15 606	15 918	
Other materials	4 208	4 208	4 208	4 208	4 208	4 208	4 208	4 208	4 208	4 208	4 208	4 207	50 490	51 500	43 892	
Contracted services	13	13	13	13	13	13	13	13	13	13	13	13	100	102	104	
Transfers and grants - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers and grants - other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other expenditure	325	1 325	2 325	3 325	4 325	325	1 325	1 825	2 325	3 325	4 325	2 725	27 787	28 353	37 558	
Cash Payments by Type	32 547	33 534	34 534	35 547	36 547	32 534	33 534	34 047	34 547	35 547	36 547	34 947	414 409	437 809	462 422	
Other Cash Flows/ Payments by Type	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	3 256	39 069	39 385	39 905	
Capital assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Repayment of borrowing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other Cash Flows/ Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Cash Payments by Type	35 803	36 790	37 790	38 802	39 802	35 790	36 790	37 302	37 802	38 802	39 802	39 480	454 755	477 194	502 328	
NET INCREASE/(DECREASE) IN CASH HELD	6 095	5 307	4 457	3 595	2 895	6 107	5 607	5 095	6 895	5 095	3 595	6 882	64 305	59 757	70 454	
Cash/cash equivalents at the monthly/ year begin:	18 653	24 787	30 065	34 552	36 147	41 042	47 149	52 756	57 851	64 446	69 541	73 136	16 683	79 998	139 785	
Cash/cash equivalents at the monthly/ year end:	24 767	30 095	34 552	36 147	41 042	47 149	52 756	57 851	64 446	69 541	73 136	79 998	79 998	139 755	210 209	


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Predetermined Objective (DP)	Ref	KPI	Unit of Measurement	Baseline	Budget	Project	Source of Evidence	Annual Target	Sep-19	Dec-19	Mar-20	Jun-20
Sufficient water-sanitation infrastructure that provide conducive environment for development and investment	TL01	Access of good quality Water to all households	100 % water quality level obtained as per SANS 241 as at 31 July 2019 and 30 June 2020	90%	Opex	Water quality	Laboratory test result	100%	100%	100%	100%	100%
	TL02	Access of good quality Sanitation to all households	100 % sanitation level obtained as per SANS 241 as at 31 July 2019 and 30 June 2020	90%	Opex	Sewer quality	Laboratory test result	100%	100%	100%	100%	100%
	TL03	Number of water service Development plan completed	Review one water service development plan	Outdated water service development plan	Opex	Review water service development plan		Approved water service development plan	N/A	N/A	N/A	Approved water service development
Sufficient water-sanitation infrastructure that provide conducive environment for development and investment	TL04	Conduct feasibility study by 30 June 2020	Feasibility Study of investigation of water supply to Makhanda West from James Kleinhans WTW	West side dams are dry due to the dependence in the rain	R 1 421 079(MIG)	Feasibility study for the supply water	Report from the consultant	Complete feasibility Study investigation	Appointment of the consultant	Preliminary design report	Progress report on the recommendation by the preliminary report	Completion of the feasibility study
	TL05	Report milestone achieved quarterly on refurbishment of waainek bulk water supply annually by June 2020	Refurbishment of Waainek Bulk Water Treatment Work - Dams, Pipelines	Contractor appointed	R 4373096 (MIG)	Waainek Bulk Water Supply Refurbishment Phase 2	Report from the consultant	Completion of the Refurbishment of Waainek Bulk Water Supply	First Report	Second Report	Thirds Report	Fourth Report
	TL06	Appointment and commence with refurbishment Belmont Valley Wastewater Treatment Works by June 2020	Refurbishment of Belmont Valley Wastewater Treatment Works and Fencing une 2020	Design	R 5 456 819(MIG)	Refurbishment Belmont Valley Wastewater Treatment Works Refurbishment	Detailed Excel Capital Report and progress report	Appoint service provider and commence with construction	Apoitment Consultant	Advetising	Awarding contractor	Commence construction
sanitation infrastructure that provide	TL07	Appointment and commence with replacement Asbestos pipes by June 2020	Replacement of Asbestos pipes in water reticulation network in Grahamstown	Design	R 4 007 617	Replacement of Asbestos pipes	Detailed Excel Capital Report and progress report	Appoint service provider and commence with construction	Apoitment Consultant	Advetising	Awarding contractor	Commence construction

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Sufficient water- conductive enviro	TLO8	Appointment and commence with Upgrading of Mayfield WWTW by June 2020	Mayfield Gravity sewer	Design	R 3 739 130	Upgrading of Mayfield waste water Treatment	Detailed Excel Capital Report and progress report	Appoint service provider and commence with construction	Apoitment Consultant	Advetising	Awarding contractor	Commence construction
Upgrading and resurfacing of roads network	TLO9	Appointment and commence with Upgrading of Ncame street by June 2020	Resurfacing using Ncame street	Design	R 1 157 955	Upgrade of Ncame Street	Detailed Excel Capital Report and progress report	Appoint service provider and commence with construction	Apoitment Consultant	Advetising	Awarding contractor	Commence construction





Predetermined Objective (DP)	Ref	KPI	Unit of Measurement	Baseline	Budget	Project	Source of Evidence	Annual Target	Sep-19	Dec-19	Mar-20	Jun-20
To promote the well-being, health, safety and security of our community	TL11	Number of community environmental education awareness initiatives annually	One environmental education awareness programme quarterly	Two held	Opex	Community environmental education awareness	Environmental Management Portfolio Committee	4	1	1	1	1
	TL12	Number of community fire, rescue and disaster management awareness programmes by 30 June 2020	One fire and rescue management awareness programme quarterly	Four programme in 2019/20	Opex	Fire and disaster management Community awareness programme	Fire and Rescue Portfolio Committee report	4	1	1	1	1
	TL13	Number of fire in spection held annually	Number of formal inspection conducted quarterly	New indicator	Opex	Fire Inspection	Fire and Rescue Portfolio Committee report	100	25	25	25	25
	TL14	Number of Community services forum held annually	Facilitate Transport forum, Disaster management forum and Environmental Forums quarterly	New indicator	Opex	Community service engagement	Portfolio Committee reports	12	3	3	3	3
Ensure compliance with environmental health by-laws and legal requirements	TL15	% portable water with Coliform and E coli per sample monthly 31 June 2018 and 30 June 2020	0 percentage of Coliform and E coli count per 100ml	Zero(0) percentage	Opex	Portable water testing	laboratory water sampling results	84 Samples	21 Portable water testing 0% Quarterly	21 Portable water testing 0% Quarterly	21 Portable water testing 0% Quarterly	21 Portable water testing 0% Quarterly
	TL16	Approved stray animal control plan by 30 June 2020	One Stray animal control plan is development approved	Draft Stray animal control plan in place	Opex	Stray animal control plan	Portfolio Committee reports	Approved Stray animal control plan	Stakeholder consultation	Approval of Stray animal control plan	N/A	N/A
Provision traffic law enforcement infrastructure and community safety	TL17	Number community road safety awareness programmes conducted by 30 June 2020	One community road safety awareness programmes quarterly	Four programme in 2019/20	Opex	Community road safety programme	Traffic law enforcement Portfolio Committee report	4	1	1	1	1
	TL18	Percentage collection of vehicle registration and licensing fees	Amount collected on vehicle and registration fees	R One Million	Opex	Vehicle registration and licensing fees	Monthly report and report from the system	R1.2 Million	25%	50%	75%	100%
Planning and study	TL19	Milestone achieved under library capital budget by 30 June 2020	Three milestone achieved in the 2019-20 financial year	One milestone achieved purchased computers	Opex	Upgrading of library facilities	Portfolio Committee reports	Three milestone	N/A	Purchasing of Computers	Procurement of Air conditioners	Fencing of Library (Community library)


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To provide re M:	Number of library service awareness programme annually	One library service awareness programme filed quarterly	4 Programme	Opex	Library service awareness programme	Portfolio Committee reports	4	1	1	1	1	1
	TL20											


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Predetermined and Objective (DP)	Ref	KPI	Unit of Measurement	Baseline	Source of evidence	Project	Annual Target	Sep-19	Dec-19	Mar-20	Jun-20
To ensure adherence to town planning and building control legislation	TL 23	Milestone achieved toward development of 5 year SDF by June 2020	Draft SDF is completed by 30 June 2019	Last review 2013	Council resolution noting the approval of the SDF	Review Spatial Development Framework (SDF)	Approval of SDF	Public Participation	Approval of the SDF	N/A	N/A
	TL 24	Establishment of SLUMA compliant Municipal Planning Tribunal quarterly by 30 June 2020	Milestones achieved towards establishment of SPLUMA compliant Municipal Planning Tribunal quarterly by 30 June 2020	Revised KPI	Appointment of letter/resolution of Municipal Planning Tribunal	Municipal Planning Tribunal(MPT)	Appointment of Municipal Planning Tribunal	Letters request for nominees by me mailed by September 2019	Screening and evaluation of nominations by end November 2019	Report to council on recommended MPT nominees by January 2020	Notify Appointed MPT members and terms of reference by May 2020
	TL 25	Gazetting of Establishment of SPLUMA compliant Appeal Authority by 30 June 2020	Milestones achieved towards establishment of Appeal Authority quarterly by 30 June 2020	Appeal Authority appointed	Appeal Authority Gazette	Appeal Authority	Gazetting of Appeal Authority	Submit draft advert to SBDM for gazetting of Appeal Authority members by Aug 2019	Report to Council January 2020	N/A	N/A
	TL 26	Drafting of heritage and environmental related applications SOP by 30th June 2020	Standard Operating Procedure for heritage and environmental related applications	No SOP in place	Minutes that note the approval of the SOP	Heritage and environmental SOP	Table draft Heritage environmental SOP for approved to Portfolio Committee by June 2020	Formulate a first draft Standard Operating Procedure for heritage and environmental related applications	Circulate the draft standard operating procedure to relevant internal departments for their comments	Circulate the standard operating procedure to relevant bodies, e.g. GRA, GBF others for their comment	Finalise the Standard Operating Procedure for heritage and environmental related applications and Report to the LED Portfolio recommending Final Standard Operating Procedure for Approval
Promote and support Agricultural development	TL 27	Town planning policy is approved by 30 June 2020	Milestones achieved towards Approval of Town planning policy	Draft Town Planning Policy	Minutes that note the approval of the policy	Development Town Planning Policy	Final Policy submitted to Council for approval	N/A	Draft policy submitted to Portfolio Committee	Final Policy submitted to Council for approval	N/A
	TL 28	Procedure for Aesthetics Applications is approved by 30 June 2020	Milestones achieved towards establishment of Standard Operating Procedure for Aesthetics Applications	Draft Standard Operating Procedure for Aesthetics Applications	Minutes that note the approval of the SOP	Standard Operating Procedure for Aesthetics Applications	Approved Aesthetics Application SOP by 30 June 2019	Draft standard Operating Procedure for Aesthetics	Table draft standard operating procedure for Aesthetics by 31 December 2018	Circulate and advertise the standard operating procedure to the outside bodies ,eg GRA, GBF others. By 31 March 2019	Submit the report and recommending for approval by 30 June 2019
	TL 29	Identifying new opportunities emerging farmers	Upgrading of new emerging farms with new skills	Revised indicator	Performance report	Capacity building of emerging skills	Emerging farms capacity building engagement workshop	N/A	Capacity building workshop	N/A	N/A
Effective Implementation of Community Works Programme	TL 30	Facilitate the creation of job opportunities through the CWP programme Annually	1000 Job opportunities created	1000 Job opportunities created	Report on the number of Job opportunities created through CWP programme	Job creation through CWP	1000 Job Opportunities	N/A	N/A	N/A	1000 jobs opportunities created

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TL 31	Prepare intergration agreement between Green and Municipal electricity system by 30 June 2020	Milestones achieved towards green electricity intergration in the Municipal Electricity System quarterly by 30 June	Revised KPI	Progress report	Renewal energy (Power X)	Prepare grid connection agreement with one independent power producer	Report on negotiations with regard to Use of Systems Agreement, (traders agreement) with PowerX	Report on signed Use of Systems Agreement (traders agreement) with PowerX	Report on progress with appointment of Independent Power Producers by PowerX	Prepare grid connection agreement with one independent power producer
TL 32	Facilitate the allocation of stands in National Arts Festival (NAF) for crafters by 30 June 2020	Three crafter allocated stands in the NAF	Three(3) crafters	Report on the number of craters allocated stands in National Arts Festival	Festival support programme for crafters	Three(3) crafters	Development of a project plan by 30 September 2019	Prepare an application for a stand by 31 December 2019	Advertise a notice for interested crafters to submit applications by 30 March 2019	Confirm crafters who will allocated stalls by the municipality by 30 June 2020


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Predetermined Objective (IDP)	Ref	Unit of Measurement	Baseline Indicators	Source of Evidence	SDBP Project	SDBP 2019-20 (KPI)	2019-200 Budget	Annually Target	Sep-19	Dec-19	Mar-20	Jun-20
To create an efficient, effective and accountable administration	TL31	Report the number of appointments done inline with recruitment plan quarterly	New Indicator	Advert and appointment letter	Implementation of the Recruitment plan	Number of post filled inline with Recruitment Plan quarterly	Opex	Implementation and report in the appointment of vacant position	Development and Implementation of the Recruitment plan	Implementation and report	Implementation and report	Implementation and report
	TL32	Report on the number of vacancies filled within 3 month of being vacant	4 Report Issued	Report on the filling vacant position	Filling of vacant position	Report on the number of vacancies filled within 3 month of being vacant	Opex	Four(4)	One(1) Report	One(1) Report	One(1) Report	One(1) Report
	TL33	Review of all identified HR policies to be revised	All HR policies were revised	Report number HR policies revised	Review of Human Resources policies	Review of Human Resources policies	Opex	Revised of HR policy and approval by Council	HR Policy awareness road shows	HR Policy consultation road shows	HR Policy approval	N/A
	TL34	Employees skill audit	New Indicator	Skills audit report	Skills Audit	Conduct skills audit done	Opex	Skills audit conducted	N/A	Skills Audit	Tabling of skills audit report	N/A
	TL35	Submission by end March	Report was submitted to LGSITA	Proof of submission to LGSITA	Work Skills Plan(WSP)	Submission of Work Skills Plan(WSP) by the every end of March to LGSITA	Opex	Submission of Work Skills Plan(WSP) by end of March 2020	N/A	N/A	Submission of Work Skills Plan(WSP)	N/A
	TL36	Report quarterly the number of training facilitate for staff and councillors inline with (WSP)		Report on the training	Training programmes	Report on the number of training facilitated for staff and councillors annually inline with WSP	Opex	Four(4) meetings	One(1)meeting	One(1)meeting	One(1)meeting	One(1)meeting
	TL37	% of the training budget spent by 30 June 2020 to implement the Work Place Skills Plan	R415,675	Financial expenditure report	Implementation of WSP	95% of training budget spent by 30 June 2020 to implement the Work Place Skills Plan [(Total amount spent on training/ Total amount budgeted) x 100]	Opex	95% is spend	N/A	N/A	N/A	95% is spend
	TL38	One learnership policy by the end the financial year	New Indicator	Council resolution noting the approval of Learnership and Training Policy	Review of Learnership and Training Policy	Review of Learnership and Training Policy	Opex	Adoption of Learnership and Training Policy	N/A	N/A	N/A	Adoption of Learnership and Training Policy
	TL39	Individual PMS policy is developed and approved by Council by 30 June 2020	New Indicator	Council Resolution noting the approval of individual PMS Policy	Individual PMS Policy	Development of Individual PMS Policy by 30 June 2020	Opex	Approval of Individual PMS	N/A	Development of PMS Individual Policy	Stakeholders Consultation	Approval of Individual Performance Management System Policy
	TL40	PMS Policy Framework is revised by 30 December 2019	New Indicator	Council Resolution noting the approval of PMS Policy Framework	Review of PMS Policy Framework	Review of PMS Policy Framework by December 2019	Opex	Approved PMS Policy Framework by 30 December 2019	Review and tabling of the draft to SMT	Approving of the PMS Policy framework by Council	N/A	N/A

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Effective and efficient administration and ensure effective integrated planning

TL41	Six(6) Senior Management performance agreement signed	Six(6) Performance agreement were signed	6 Performance agreement signed	Signing of Performance agreement by the Municipal Manager and all Section 56 Managers	Opex	6 Performance agreement signed 31 July 2019	6 Performance agreement signed	N/A	N/A	N/A
TL42	37 Managers reporting to Directors performance plans signed by December 2019	New Indicator	37 Performance Plans signed	Signing of Performance Plans by Managers with their respective Directors	Opex	37 Performance Plans signed by December 2019	Development Individual PMS policy/procedure	Draft performance plans	Signing of Performance plans of all managers reporting to Directors	Performance review
TL43	Conduct Annual performance assessment for Senior Manager	Only one assessment conducted	4 Performance assessment	Quarter and Annual performance Assessment conducted	Opex	4 Performance assessment	Annual performance Assessment conducted	First quarter performance reviews	Second quarter performance reviews	Third quarter performance reviews
TL44	Physical verification of all employees by September 2019	Revised Indicator	Final report of the employees verification	% of the number of employees verified annually	Opex	Final report of the employees verification	100%	N/A	N/A	N/A
TL45	Review of the IDP in preparation next financial year	IDP was approved 29 May 2019	Council Resolution noting the approval of the IDP	IDP Review	Opex	Approved ID/Budget process plan is approved by the council	Development of the IDP/Budget Process Plan for 2020/21 reviewed by the 31 August 2019	Approval of Draft IDP for 2020/21 financial year	Approval of Draft IDP for 2020/21 financial year	Approval of Final IDP for 2020/21 financial year
TL46	Compliance with (s 69) MFMA	SDBIP for 2018/19 was approved on the 28 May 2019	Development of the Service delivery and Budget Implementation Plan by June 2020	Service Delivery Budget Implementation plan	Opex	Approved SDBIP	N/A	N/A	Tabling of Draft SDBIP	Approval of SDBIP by the Mayor
TL47	One institutional strategic planning session to review development priorities is convened	Institutional Strategic Planning was held in July 2019	Attendance Register and Report	Convene strategic planning session for IDP & budget process by 31 March 2019	Opex	Facilitate Annual Institutional Strategic Plan	N/A	N/A	Institutional Strategic Plan Session held	N/A
TL48	Report on the number of OHS forums and recommendations implemented quarterly	New Indicator	Attendance Register and Minutes	Occupational Health and Safety forums	Opex	Four(4)	One(1) Report	One(1) Report	One(1) Report	One(1) Report
TL49	Report on the number of OHS workstation inspection and findings quarterly	New Indicator	Occupational Health and Safety Inspection Reports	Occupational Health and Safety Inspection	Opex	Four(4)	One(1) Report	One(1) Report	One(1) Report	One(1) Report
TL50	Submission by end January	EEP was submitted to department of labour	Proof of submission to Department labour	Submission of Employment Equity Plan (EEP) by every end of January to Department labour	Opex	Submission of Employment Equity Plan by end of January 2020	Submission Manual to Department of Labour by end August 2019	N/A	Submission of Electronic EEP to department of labour by 15 January 2020	Adoption of EEP by Council to next financial year every year

To ensure that all Municipal buildings and staff adhere to and implement OHS

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To create an efficient and accountable administration	TL51	Number of Employment Equity Plan(EEP) held quarterly	Not report issued	EEP Report	Implementation of Employment Equity Plan (EEP)	Number of Employment Equity Plan(EEP) meetings facilitated and recommendation implemented annually	Opex	Four(4) meetings	One(1)meeting	One(1)meeting	One(1)meeting
	TL52	Adoption of the revised Municipal Organogram by Council	Organisational structure was not approved in 2018-19	Council Resolution noting the approval of Organisational structure	Review of Organisational structure	Complete the review of Organogram structure	Opex	Adoption of the Municipal Organogram Structure	N/A	N/A	N/A
Effective organisational design and policy development	TL53	Review of Job description and developed new ones	New Indicator	Number of Job description developed and revised	Job Description	Development and review of Job description	Opex	Development and review of Job description	Review and development of Job description	Tabling of development and review of Job description	N/A
	TL54	Evaluation of all job description	Revised Indicator	Number of Job evaluated	Job evaluation	Conduct job evaluation	Opex	Conduct job evaluation	N/A	Job evaluation	Completion of Job evaluation
To ensure a good relationship between management and employees through regular interactions on labour issues	TL55	One Job evaluation policy is developed and approved by Council	New Indicator	Council resolution noting the approval of Job evaluation policy	Job evaluation Policy	Development of Job evaluation Policy in 2019-20	Opex	Approval of Job evaluation Policy	N/A	Stakeholders Consultation	Approval of Job evaluation Policy
	TL56	Facilitate Local Labour Forum quarterly	Four(4) Forum	Attendance Register and Minutes	Local Labour Forum	Number of Local Labour Forum annually	Opex	Four Local Labour Forum	One(1) meeting	One(1) meeting	One(1) meeting
To ensure an efficient, effective and accountable administration	TL57	Total number of LLF convene by 30 June 2020	4 in 2018/19 financial year	LLF Agenda and Attendance register	LLF meetings	Facilitate at least one Local Labour Forum(LLF) per quarter by 30 June 2019	Opex	Four(4) meetings	One(1)	One(1)	One(1)
	TL58	Total number of employment contract signed quarterly by employees	0	Signed contract	Signing of employment contract	Number of employment contract signed by 30 June 2019	Opex	669	N/A	233	669
To create an efficient, effective and accountable administration	TL59	Conduct staff wellness programmes for all employees conducted bi-Annually	2	Programme attendance register	Staff Moral	Number of staff wellness programmes conducted by 30 June 2020	Opex	Two(2) Wellness programmes	N/A	One(1)	One(1)
	TL60	Disposal of records in order to create space in strongrooms	Two(2) done in 2017/18	Report to Portfolio Committee	Amendments additional in the file plan	Report of number of disposal annually	Opex	One(1)	One(1)	N/A	One(1)

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Predetermined Objective (IDP)	Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Project/KFA	Annual Target	Sep-19	Dec-19	Mar-20	Jun-20
A financially viable and sustainable Municipality	TL61	The percentage of the municipal capital budget actually spent on capital projects as at 30 June 2020	% of Capital budget spent as at 30 June 2020 ((Actual amount spent on capital projects/Total amount budgeted for capital projects) X100) Including conditional grants	29%	AFS and Section 71 In-Year Monthly & Quarterly Budget Statement	Expenditure Management	95%	10%	30%	60%	95%
	TL62	The percentage of the municipal operational budget actually spent on repairs and maintenance (ORM) as at 30 June 2020	% of repairs and maintenance budget spent as at 30 June 2020 (Actual amount spent on repairs and maintenance programme /Total amount budgeted for repairs and maintenance programme) X 100	1.60%	AFS and Section 71 In-Year Monthly & Quarterly Budget Statement	Expenditure Management	1%	0.50%	0.75%	1.00%	1.00%
	TL63	Report of unauthorised; Irregular; Fruitless and Wasteful expenditure for the year ended 30 June 2020	Four quarterly reports of unauthorised; Irregular; Fruitless and Wasteful expenditure for the year ended 30 June 2020	Four (4) reports issued per annum	Budget Steering or FAME Committee report	Decrease Unauthorised; Irregular; Fruitless and Wasteful expenditure	Four reports	First quarter report	Second quarter report	Third quarter report	Fourth quarter report
	TL64	Achieve a payment percentage of 90% as at 30 June 2020 ((Gross Debtors Closing Balance + Gross Debtors Closing Balance - Gross Debtors Opening Balance - Bad Debts Written Off)/Billed Revenue) x 100)	Payment % as at 30 June 2020 ((Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance - Bad Debts Written Off) /Billed Revenue) x 100)	70%	Monthly Debtors Report submitted to the FAME Portfolio Committee compiled from MunSoft Financial System for each month	Enhance Revenue strategies	90%	40%	70%	80%	90%
A financially viable and sustainable Municipality	TL65	Report on Monitoring overtime expenditure for the year ended 30 June 2020	Number of Reports on Overtime expenditure for the year ended 30 June 2020	New	Overtime report in the Budget Steering or FAME Committee agenda	Decrease Overtime expenditure	Twelve Reports	3 monthly reports	3 monthly reports	3 monthly reports	3 monthly reports

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Enhance Revenue strategy	TL66	Financial viability measured into municipality's ability to meet its service debt obligations as at 30 June 2020 (Total)	Debt to Revenue as at 30 June 2020 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Service debtors to revenue as at 30 June 2020 - (Total outstanding service debtors/ revenue received for services))	13.50%	Annual Financial Statements, supported by figures as per the Munsoft financial system	Debt to Revenue	15%	N/A	N/A	N/A	15%
A financially viable and sustainable Municipality	TL67	Financial viability measured in terms of outstanding service debtors as at 30 June 2020 (Total)	Service debtors to revenue as at 30 June 2020 - (Total outstanding service debtors/ revenue received for services)	150%	Annual Financial Statements, supported by figures as per the Munsoft financial system	Outstanding service debtors	120%	N/A	N/A	N/A	120%
A financially viable and sustainable Municipality	TL68	Financial viability measured in terms of available cash to cover fixed operating expenditure as at 30 June 2020	Cost coverage as at 30 June 2020 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excl (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	0.9	Annual Financial Statements, supported by figures as per the Munsoft financial system	Cost coverage	1	N/A	N/A	N/A	1
	TL69	100% of the FMG conditional grant spent by 30 June 2020	% of FMG conditional grant spent by 30 June 2020		Table SC7(1) of the Monthly Section 71 report	FMG conditional grant	100%	20%	40%	80%	100%
To ensure the efficient and effective procurement of goods and	TL70	To convene one Supplier day for SMME's annually	One supplier day convened by 30 March 2020	One supplier day in 2018-19 Financial year	Agenda of Council	Supplier day	1			1	
Municipality that is able to account and report on all service delivery purposes	TL71	Provide free basic water to indigent households	Number of households receiving free basic water	4275	Indigent Report extracted from Munsoft Financial	Provide free basic water to indigent households	4300	N/A	N/A	N/A	4,300
	TL72	Provide free basic electricity to indigent households	Number of households receiving free basic electricity	1149	Indigent Report extracted from Munsoft Financial System & pre-paid monthly electricity report	Provide free basic electricity to indigent households	1150	N/A	N/A	N/A	1,150
	TL73	Provide free basic sanitation to indigent households	Number of households receiving free basic sanitation	3987	Indigent Report extracted from Munsoft Financial System	Provide free basic sanitation to indigent households	4000	N/A	N/A	N/A	4,000

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To become a financial viable municipality
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TL74	Provide free basic refuse removal to indigent households	Number of households receiving free basic refuse removal	4690	Indigent Report extracted from Munsoft Financial System	Provide free basic refuse removal to indigent households	4500	N/A	N/A	N/A	4,500
TL75	To Update the Indigent register by 30 June 2020	Report on the added and removed beneficiaries in the indigent register.	New indicator	Indigent Report extracted from Munsoft Financial System	Update Indigent register	Updated Indigent Register	N/A	N/A	N/A	Updated Indigent Register
TL76	Update Assets Register Twice a year	Report on the added and disposed assets in the asset register	New indicator	Asset Register Report from the Asset Management System	Update Asset Register	Updated Asset Register	Updated Asset Register Report	Updated Asset Register Report	Updated Asset Register Report	Updated Asset Register Report

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Predefined Objective (DP)	Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Budget	SDBIP Project	Annual Target	Sep-19	Dec-19	Mar-20	Jun-20
Enhance risk management	TL80	Develop a risk based audit plan with an internal audit plan (RBAP) (MFMA - Section 165(2)(a)) & submit to Audit Committee by 30 June 2019	One RBAP with internal audit programme submitted to the Audit Committee by 30 June 2019	No Risk based audit plan developed	Audit Committee minutes	OPEX	Internal Audit plan	Development of Internal Audit plan	N/A	0	0	1
	TL81	Conduct Strategic risk assessment and report	Review and aligne strategic risk register with IDP	2018-19 Financial year	Minutes of the SMT that note the approval of risk register		Review strategic risk register and report	Revised Strategic risk register	Conduct risk assessment	Strategic risk register quarterly performance review	Strategic risk register quarterly performance review	Strategic risk register quarterly performance review
Improve planning of risk management	TL82	Conduct operational assessment and review quarterly	Review and aligne operational risk to SDBIP	No In Place	Risk Reports	OPEX	Review operational risk register and report	Review of Operational risk registers	Conduct Operational risk assessment	Operational risk register quarterly performance review	Operational risk register quarterly performance review	Operational risk register quarterly performance review
	TL83	Review of all Risk Management policies	Review of risk policy/strategy, fraud prevention policy and whistle blower policy	Last review 2016-17	Minutes of the SMT that note the approval of Risk Management policies	OPEX	Review of Risk management policies	Review risk management policies	Review of all Risk Policy by SMT	Awareness programmes	Awareness programmes	Awareness programmes
Support vulnerable groups	TL84	Report Quarterly on matters of compliance to the Audit Committee	Monitoring Municipal compliance to MFMA Calendar	Thirds and Fourth monitoring done for 2018-19	Minutes of the Audit Committee noting compliance report	OPEX	Compliance report	Four(4) compliance report	First quarter report	Second quarter report	Third quarter report	Fourth quarter report
	TL85	Report quarterly on the implementation of HIV/Aid Strategy by 30 June 2020	Report on the number of HIV/Aid programmes conducted by 30 June 2020	4(four) Report issued	Mayoral Committee Agenda or minutes	OPEX	HIV/Aids Programme	4	1	1	1	1
Enhance Inter-government Relationships	TL86	Commemoration of AIDS/HIV, Tuberculosis and Cancer days	Facilitate three commemoration days events inline with Calendar dates	New Indicator	Invite, Photos	OPEX	Commemoration of National Events	0	Womans day and Cancer day	HIV/Aids Day	TB Day and Condoms STI awareness	Candle light
	TL87	Four(4) Local AIDS Council meetings held	Meeting of the Municipality and external interest parties	New Indicator	Attendance register and Minutes	OPEX	Local AIDS Council	Four(4) HIV/AIDS Council meeting	First quarter report	Second quarter report	Third quarter report	Fourth quarter report
id Council oversight	TL89	Number of youth Internship/leanership opportunities created for youth by 30 June 2020	Facilitate with external stakeholders to create Internship/leanership opportunities	New Indicator	Report on the number of Internship/leanership opportunities created	OPEX	Internship/learn ship programme	1635	Report	Report	Report	1635
	TL90	One IGR forum is hosted per quarter by 30 June 2019	Total number of IGR forum hosted quarterly	Two(2) IGR forum convened in 2017/18	Agenda, Attendance register	OPEX	IGR Meetings	4	1	1	1	1
id Council oversight	TL91	Number of Audit Committee held and recommendation implemented annually by 30 June 2019	Total number of Audit Committee convine and recommendation implemented quarterly	Four(4) meeting 2017/18	Internal Audit and Audit Committee report	OPEX	Audit Committee	4	1	1	1	1
	TL92	Number of Council meetings held annually	Number of Council meeting held inline with Council Calendar	New Indicator	Attendance register and minutes	OPEX	Council meeting	8	2	2	2	2





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Enhance administration and	TL93	Number of Mayoral Committee meetings held annually	Number of Mayoral Committee meeting held inline with Council Calendar	New Indicator	Attendance register and minutes	OPEX	Mayoral Committee meetings	5	2	1	1	1	1
	TL94	Number of MPAC meetings held annually	Number of MPAC meeting held inline with Council Calendar	New Indicator	Attendance register and minutes	OPEX	MPAC	4	1	1	1	1	1
	TL95	Number of Council Meeting resolution tracked	Report quarterly number of resolution tracked	New Indicator	Council Action sheets	OPEX	Tracking of Council resolution	Four(4) Meeting	1	1	1	1	1
	TL96	Establishment of ICT Steering Committee	Establishment of ICT Steering Committee	No ICT steering committee	Name of ICT steering committee members	OPEX	ICT steering	Established ICT steering	N/A	N/A	N/A	N/A	N/A
To ensure a continually secure, effective and efficient ICT service	TL97	Number of IDP Representative forum and Steering Committee held annually	Internal and External consultation in the IDP annual review process quarterly	One steering Committee and IDP Representative forum	Attendance Register and Minutes	OPEX	IDP Internal and External Consultation	Two(2) steering Committee and IDP Representative forum	First IDP Steering Committee	First IDP Representative Forum	Second Steering Committee	Second Representative Forum	Second Representative Forum
	TL98	Number of Mayoral Imbizo and IDP/Budget road shows facilitated annually	Number of ward community engagement on review of the IDP	Six(6) Session were held	Attendance register and Minutes	OPEX	IDP Mayoral Imbizo	Six(6) Session of Mayoral Imbizo	N/A	Six(6) Session of Mayoral Imbizo held	N/A	Six(6) Session of IDP/Budget road shows held	Six(6) Session of IDP/Budget road shows held
	TL99	Number of ward Committee meeting	Ward committee to hold meeting Monthly	One ward committee per ward	Ward Committee report	OPEX	Ward committee meeting	12 Meeting per ward	Three(3) Meeting per ward	Three(3) Meeting per ward	Three(3) Meeting per ward	Three(3) Meeting per ward	Three(3) Meeting per ward
	TL100	Number of Ward public meeting annually	One(1) ward public meeting per quarter	New Indicator	Attendance register and report	OPEX	Ward Public meeting	50 Ward Public meeting	14 Ward public meeting per quarter	14 Ward public meeting per quarter	14 Ward public meeting per quarter	14 Ward public meeting per quarter	14 Ward public meeting per quarter
To communicate effectively and be responsive to the needs of the community	TL101	Report the number of complaints received and action taken	Report to Portfolio Committee the number of compliants received and resolved or pending	New Indicator	Customer care report	OPEX	Customer care	Four(4) Customer care report	First quarter report	Second quarter report	Third quarter report	Fourth quarter report	Fourth quarter report
	TL102	Communicate with the public and internal on a quarterly basis through various means by 30 June 2019	One news letter issued per quarter	No new letter issued	News letter	OPEX	Communication with Internal and External	0	1	1	1	1	1
	TL103	Compilation of the Annual Performance Report(APR) 2018-19	Compliance with (s46) of MS Act	APR was submitted to AG 30 August 2019	Proof of submission to AG	OPEX	Annual Performance Report	Submission of Annual Performance Report by 30 August 2019	Submission of Annual Performance Report by 30 August 2019	N/A	N/A	N/A	N/A
	TL104	Compilation of the Annual report for 2018-19	Compliance with (s121) MFMA	Annual report for 2017-18 was approved by Council	Council Resolution Approving the Annual Report	OPEX	Annual Report	Approval of the Annual Report	Submission of Draft Annual Report to AG	Finalise First draft annual report	Table of Annual report approval	Submit the Annual report and oversight report to the	Submit the Annual report and oversight report to the
To create an efficient, effective and accountable administration													

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Predetermined Objective(IDP)	Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Budget	Project	Annual Target	Sep-18	Dec-18	Mar-19	Jun-19
To ensure equitable access to housing for communities	TL105	Establishment of FLUSP Housing development	One progress reports on steps taken to establish a FLUSP Housing development	No report issued	Report to Portfolio Committee	Opex	FLUSP Housing development	2	0	1	0	1
	TL06	Update housing beneficiary list annually	Update of housing beneficiary list	No report issued	Report to Portfolio Committee	Opex	Review Housing beneficiary list annually	2	0	1	0	1
	TL07	Report to Portfolio Committee on the outstanding housing development project	Report to Portfolio Committee on the outstanding housing development projects	No report issued	Report to Portfolio Committee	Opex	Facilitate completion Housing Development planned projects	2	0	1	0	1

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